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## MONTHLY REPORT FOR THE MAP LIBRARY DIVISION

February 1959

1. During February, 21,109 map sheets were forwarded to requesters in response to 1,431 map requests; and 851 publications were distributed in response to 157 requests for geographic publications. More requests were received this February than in any previous February. Requests for maps on the North Atlantic Ocean, Germany, Berlin, and Africa increased during the month, reflecting the current situation in these areas. 143 place name questions were answered, and 229 requests for miscellaneous information. During the month, 29 members of the Department of State did research in the Map Library.
2. Requests for ATMP materials have been increasing consistently. This month, in addition to the above-mentioned general requests for maps and publications, the Reference Branch serviced 123 requests for ATMP charts, and 23 requests for text items. 3,951 charts and 489 text items were forwarded to requesters to fill these requests. These totals do not include the charts and publications which the ATMP Unit forwards on automatic distribution.
3. The Reference Branch is considering converting the work load of Reference personnel to a regional basis. It is planned that individual areas of responsibility will be assigned to the various Reference Branch Officers, instead of continuing the present practice of having each Officer handle requests on all areas. Currently, a trial is being run, with Mr. [REDACTED] handling all detailed requests on the USSR and European Satellites. This arrangement is proving satisfactory, and is developing closer coordination between the Reference Branch, the Processing Branch, and the Procurement Branch. 25X1A9a
4. During the month, it became apparent that the ATMP Unit was not receiving regular shipments of SAC charts from ACIC, St. Louis. This problem was discussed with Mr. Haff, ACIC, and two weeks later the Map Library received a shipment of 6,552 charts, the backlog of missing charts.
5. The Cataloging and Indexing Section added 788 new titles comprising 3,022 sheets, to the Loan Copy Collection. 396 atlases and atlas-like volumes were processed, and, of these, 334 were added to the Reference Collection for permanent retention. 109 maps were processed for Vital Storage.

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25X6A 6. 5,688 maps were received from foreign sources during February. Among the leading countries from which maps were received were Argentina, Brazil, and 25X6A

25X1A9a 7. Significant items received from foreign sources included a new printing, with corrections, of the 1:4,000,000 topographic map of China; four Soviet economic-administrative region maps, dated 1958 (the first of a new series of 104 maps); the 1958, Part I (classified section) of the Moscow telephone directory; and six 1958 revised Russian hydrographic charts, on loan from the DD/P area, one being a completely new edition, and the other five being hand-corrected.

25X1A9a 9. The extended sick leave of Mrs. [REDACTED] has placed an increased work load on two other desk officers in the Foreign Procurement Branch.

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25X1X4 10. [REDACTED] D):

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11. Mr. [REDACTED] attended a meeting at the Office of Logistics, at which final contract negotiations between the U. S. Government and a commercial firm for Special Project 4 were included.

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12. [REDACTED] discussed with AMS officials proposed classification and controls on maps obtained from Sweden, Denmark, and India.

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13. A proposed itinerary was prepared for Mr. [REDACTED], AMS, for a four-month map procurement mission in Africa, commencing on, or about, July 6, 1959. During this period, Mr. [REDACTED] will be [REDACTED] but will be on loan to the Coordinator for Maps and will be working under his direction.

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14. Mrs. [REDACTED] Reference Branch, resigned from the Agency in February. Mrs. [REDACTED] has been detailed from the Processing Branch to the Reference Branch to fill the vacancy.

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15. Outgoing communications for February totaled 287. 243 related to foreign procurement; and 44, to domestic correspondence. In reviewing monthly and yearly totals for the years 1956, 1957, and 1958, it was noted that the total for February 1959 was the highest of any other single month, and that it is 37% higher than the average monthly figure from 1956 to the present.

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MAP LIBRARY DIVISION  
SUMMARY OF STATISTICS - FEBRUARY 1959

<u>RECEIPTS (For retention in Map Library)</u>	<u>Specialty Map Sheets</u>	<u>Series Map Sheets</u>	<u>Total Map Sheets</u>
<u>Maps</u>			
a. Made in CIA/D/GC	*11,646	0	11,646
b. On automatic receipt and purchases for stock	19,427	6,876	26,303
c. From other domestic sources	449	30	479
d. From foreign sources	1,089	1,318	2,407
e. From foreign sources for stock	660	14	674
TOTAL	33,271	8,238	41,509
<u>Atlases and other reference materials</u>			<u>Total/Volumes</u>
a. On automatic receipt and purchases for stock			1,222
b. From other domestic sources			7
c. From foreign sources			622
TOTAL			1,851

<u>PROCESSING</u>	<u>Titles</u>	<u>Sheets/Volumes</u>
<u>Map Cataloging</u>		
a. Special maps made in CIA/D/GC	132	132
b. Special maps - all others	656	1,121
c. Series indexed and cataloged	11	1,769
TOTAL	799	3,022
<u>Cataloging, etc. of Reference materials</u>		
a. Atlases	33	81
b. Place-name volumes	9	20
c. Publisher's catalogs	40	84
d. Other reference volumes	98	149
TOTAL	180	334

<u>DISBURSEMENTS</u>	<u>Requests</u>	<u>Titles</u>	<u>Requests/Volumes</u>
<u>Maps</u>			
1. To CIA	844	3,247	10,326
2. To Department of State	241	716	1,674
3. Foreign Service posts	30	437	921
4. To Department of Defense	209	961	6,078
a) Department of the Army	106	451	2,923
b) Department of the Navy	12	28	100
c) Department of the Air Force	67	352	2,098
d) Other components of Defense	24	130	957
5. Other government agencies	104	311	2,101
6. Miscellaneous	3	9	9
TOTAL	1,431	5,681	21,109
<u>Atlases and other reference materials</u>			
a. To domestic establishments	156	788	851
b. To foreign establishments	1	100	213
TOTAL	157	888	1,064
<u>Information</u>			
a. Place-name questions	143		
b. Other reference inquiries	229		
TOTAL	372		

#63 of these were separate titles

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FISCAL STATEMENT

	<u>Total</u> <u>FY-1959</u>	<u>Spent in</u> <u>February</u>	<u>Spent to</u> <u>Date</u>	<u>Balance end</u> <u>February 1959</u>
<u>06 Printing and Reproduction</u>				
<u>07 Other Contractual Services</u>				
National Archives				
<u>08 Supplies and Materials</u>				
AMS				
Plastic Maps				
Paper Maps				
AGS				
NGS				
USGS				
Supplies				
Materials				
<u>09 Equipment</u>				

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